

ADVANCES AND REIMBURSEMENTS, NATIONAL ARCHIVES AND RECORDS SERVICE

PURPOSE OF THE PROGRAM

Until it became an independent agency on April 1, 1985, the National Archives and Records Service (NARS) provided reimbursable services to other Federal agencies in the areas of accessioning, storage, reference service, and disposal of certain records of those agencies, and centralized microfilming services at the Federal Records Centers; records rehabilitation and reproduction through its National Archives and Presidential Libraries programs; and records declassification services.

AUTHORITY FOR THE PROGRAM

Section 601 of the Economy Act of 1932, as amended, provides basic authorization for reimbursable services to be performed by Government agencies.

HISTORY OF THE PROGRAM

At the time of its independence, the NARS reimbursable program was primarily based upon the services furnished by four organizations. The Office of Federal Records Centers serviced the semi-active and non-current records of Federal agencies through a nationwide system of fifteen (15) records centers. Services were also provided on current records on a selected basis. The other programs, included together in the budget activity "Archives and Related Services", were in the Office of the National Archives, the Presidential Libraries, and in the records declassification function. These activities provided photocopy services and reproduction services in the Presidential Libraries and examination and declassification of classified material.

In 1982, the functions of the Office of Records Management were transferred to the Automated Data and Telecommunications Service (later the Office of Information Resources Management). Under this office, NARS provided technical assistance in records management programs to Federal agencies and aided in their establishing and maintaining records management programs. Priority was given to new or substantially reorganized agencies, to projects that affected services to the public, and to problems common to more than one agency. Requests for technical assistance increased steadily, as did the savings which agencies experienced as a result of improved records management practices.

The concept of centralized Federal records centers was practiced successfully by the Army and Navy during World War II, and the First Hoover Commission in 1949 recommended that GSA, then new, assume the government-wide responsibility for those records which no longer needed to be retained in office space. That responsibility was then assigned to the National Archives and Records Service. Many government agencies then utilized NARS' experience and ability to provide records storage and retrieval services at costs substantially lower than they were able to provide for themselves prior to the retirement of those records to Federal Records Centers. For a number of years (since 1972) the Office of Federal Records Centers negotiated reimbursable agreements with such agencies as the Internal Revenue Service, the Social Security Administration, the National Aeronautics and Space Administration, the State Department's Passport Office, the Department of Housing and Urban Development, and the Department of Army and Air Force, to provide special services for active and semi-active records above the level of service provided at no cost to Federal agencies for non-current records. These agencies determined that certain series of records could be serviced more economically and efficiently by the records centers than in their own office space.

In addition, the records centers operated a reimbursable microfilm program under the authority of 44 U.S.C. 2907 since 1964. This activity had its own fee schedule and grew enormously as many agencies established micrographics systems. In FY 1982 nearly one third of the Federal Records Centers' personnel resources were funded as part of reimbursable activities under the authority of the Economy Act of 1932, as amended.

Effective October 1, 1982 all Records Center Services provided to the Internal Revenue Service (IRS) on its active records became fully reimbursable. Previously, a certain level of service was provided free, with additional workload reimbursed by IRS. This agreement between NARS and IRS was nationwide in scope, and provided for billing based upon certain specified services at a cost per unit provided. FTE were transferred to NARS by IRS (95 FTE in FY 1984) through OMB as part of the agreement.

EMPLOYMENT AND OBLIGATIONS

Fiscal Year	Permanent Positions	Average Employment	Average GS Grade	Average Annual Salary		-----OBLIGATIONS-----		TOTAL
				GS	WG	Rcrds Mgmnt and Centers	Archives & Related Svcs	
1958	3	4	4.3	\$3,625	-			\$ 50
1959	3	4	4.0	3,755	-			38
1960	6	5	8.5	7,088	\$6,032			81
1961	5	4	10.5	8,902	5,671			84
1962	5	5	13.5	12,220	5,637			142
1963	10	9	7.6	7,107	4,930			138
1964	8	8	5.1	5,301	5,699			205
1965	11	11	7.4	7,298	5,866			315
1966	9	13	8.1	8,811	-			786

1967	15	67	10.2	10,467	-			663
1968	60	60	7.3	8,048	-			982
1969	76	83	7.7	9,484	-			1,042
1970	33	156	10.7	12,614	-			1,051
1971	46	75	10.3	13,052	-			1,332
1972	55	125	8.7	14,152	-	\$ 2,049	\$ 35	2,084
1973	58	231	8.3	14,629	-	1,517	175	1,692
1974	62	131	8.6	14,419	-	1,726	109	1,835
1975	70	124	9.94	14,971	-	1,858	218	2,076
1976	60	132	8.58	14,510	-	1,854	--	1,854
TQ	69	78	8.50	16,249	-	575	62	637
1977	90	145	7.80	15,848	-	2,711	154	2,865
1978	113	181	8.11	17,059	-	3,391	111	3,502
1979	130	228	7.11	16,182	-	4,253	71	4,324
1980	159	225	8.71	19,836	-	4,760	517	5,277
1981	240	385	8.68	21,171	-	5,522	485	6,007
1982	143	407	8.10	20,230	-	7,462	540	8,002
1983	150	441	(No longer shown in budget)		-	6,807	2,568	9,375
1984	220	591			-	(Dist. not available)		15,715

(1985 data not available due to NARS independence: separate budget)